

San Rafael City Schools
Instructional Minutes Calculation Worksheet
Fiscal Year 2015-16

School District: San Rafael Elementary School District

School Site: **Glenwood**

#093

Regular Days	Kinder- garten		Grades 1-3		Grades 4-5		
Start	8:45 AM		8:45 AM		8:45 AM		
End	1:45 PM		3:15 PM		3:15 PM		
Number of Hours	5:00		6:30		6:30		
Total Number of Minutes	300		390		390		
Less Recess	Kinder = 20 min. 0		(30)		(15)		
Less Lunch	(45)		(45)		(40)		
Actual Daily Instructional Minutes	255		315		335		144-7=137
Number of Regular Days	168		135		135		36-5=31
							12
Annual Minutes ~ Regular Days	42,840		42,525		45,225		
Minimum Days	Min. Day	Wednesday	Min. Day	Wednesday	Min. Day	Wednesday	Conference Week
Start	8:45 AM	8:45 AM	8:45 AM	8:45 AM	8:45 AM	8:45 AM	
End	12:05 PM	1:45 PM	12:05 PM	1:45 PM	12:05 PM	1:45 PM	
Number of Hours	3:20	5:00	3:20	5:00	3:20	5:00	
Total Number of Minutes	200	300	200	300	200	300	
Minimum Minutes Per Day	230	230	230	230	240	240	
Absolute Minimum	170	170	170	170	180	180	
Less Recess	Kinder = 20 min. 0	0	(15)	(15)	(15)	(15)	
Less Lunch	0	(45)	0	(45)	0	(40)	
Actual Daily Instructional Minutes	200	255	185	240	185	245	
Number of Minimum Days & Wed.	12	0	12	33	12	33	
Annual Minutes ~ Minimum Days	2,400	0	2,220	7,920	2,220	8,085	
Total Annual of Instructional Minutes	45,240		52,665		55,530		0
Statutory Required Number of Minutes	36,000		50,400		54,000		
1982-1983 Actual Minutes	31,680		48,400		52,800		58,160
Required Minutes for District	36,000		50,400		54,000		
Board Policy	36,000		50,530		53,990		
(Under) Over	9,240		2,265		1,530		0

180
Approved:

Principal:

Reviewed:

Date: 8/5/2015

Date: 8/7/2015

Date: 8/6/15

SAN RAFAEL CITY SCHOOLS 2015-2016 DISTRICT CALENDAR

GL

Month	M	T	W	T	F		DRAFT Calendar Details
August 2015	3	4	5	6	7	8	Aug. 17: K-8 Staff Development Aug. 17 & 19: 9-12 Teacher Work Days Aug. 18: 9-12 Staff Development Aug. 18-19: K-8 Teacher Work Days Aug. 20: First Day of School
September 2015		1	2	3	4	21	Sept. 7 : Labor Day Holiday Sept. 26: Summerfest
October 2015				1	2	21	Oct. 19: Non-Student Day K-5, VV (6-8) Teacher Work Day DMS & 9-12 Non-Teacher Day Oct. 19 - 23: K-5 Conference Week
November 2015						16	Nov. 11: Veteran's Day Nov. 25 & 27: Local Recess Days Nov. 26: Thanksgiving Nov. 30: Non-Student Day (9-12 Non-Teacher Day) K-8 Staff Development
December 2015						14	Dec. 21-Jan. 4: Winter Break
January 2016						18	Jan. 4: Non-Student Day K-5 Staff Development 6-12 Teacher Work Day ***Includes VV 6-8*** Jan.18: MLK Holiday
February 2016						16	Feb.15-19: Mid-Winter Break
March 2016						22	Mar. 14: Non-Student Day K-5 Teacher Work Day DMS & VV 6-8 Staff Development 9-12 Non-Teacher Day Mar. 14-18: K-5 Conference Week
April 2016						16	April 11-15: Spring Break
May 2016						21	May 30: Memorial Day
June 2016						7	June 9: Last Day of School June 10: DMS & 9-12 Teacher Work Day

First Day of School:
ALL STUDENTS
August 20, 2015

Teacher Work Days
K-8 Teachers: August 18 and 19
9-12 Teachers: August 17 and 19
K-5, VV (6-8) Teachers: October 19
6-12 Teachers: January 4
K-5 Teachers: March 14
DMS & 9-12 Teachers: June 10

Staff Development Days
K-8 Teachers: August 17
9-12 Teachers: August 18
K-8 Teachers: November 30
K-5 Teachers: January 4
DMS & VV 6-8 Teachers: March 14

Classified Staff Holidays
September 7
November 11
November 26 and 27
December 24, 25 and 31
January 1
January 18
February 15 and 19
April 15 (Friday of Spring Break)
May 30
July 4

Thanksgiving Break:
November 25 - 27, 2015

Winter Break:
December 21, 2015 - January 4, 2016
(K-12 teachers work on January 4)

Mid-Winter Break:
February 15 - 19, 2016

Spring Break:
April 11 - 15, 2016

1st Semester ends:
December 18, 2015

2nd Semester ends:
June 9, 2016

K-12 Last Day of School:
June 9, 2016
8th grade Promotions
High School Graduations

Student Days: 180 Total Staff Days: 184 Teacher Work Days: 4

Staff Development Days (K-8): 3 High School Staff Development Days: 1

Legend:
Blue=Classified Staff Holiday
Orange=Staff Development Day
Green=Teacher Workday

ward Approved: 12/8/14

31 36 33 33 35 168
3 4 2 12

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Daily Schedules

Kindergarten		1st - 3rd Grade		4th and 5th Grades	
AM Recess	8:30am-8:45am	AM Recess	8:30am-8:45am	AM Recess	8:30am-8:45am
Morning Bell	8:45am*	Morning Bell	8:45am*	Morning Bell	8:45am*
Morning Gathering (M/F)	8:45am - 9am	Morning Gathering (M/F)	8:45am-9am	Morning Gathering (M/F)	8:45am-9am
Instruction Block	9am-10:30am	Instruction Block	9am-10:45am	Instruction Block	9am-10:45am
Snack Recess	10:30am-11am	Snack Recess	10:45am-11am*	Snack Recess	10:45am-11am*
Instruction Block	11am - 12:15pm	Instruction Block	11am - 12:15pm	Instruction Block	11am - 12:20pm
Lunch	12:15pm-12:45pm	Recess	12:15pm-12:40pm	Recess	12:15pm-12:40pm
Recess	12:45pm-1pm	Lunch	12:40pm-1pm*	Lunch	12:40pm-1pm*
Instruction Block	1pm-1:45pm	Instruction Block	1pm-2pm	Instruction Block	1pm-3:15pm
Dismissal	1:45pm	Recess	2pm-2:15pm	Dismissal	3:15pm*
		Instruction Block	2:15pm-3:15pm	3:15pm*	
		Dismissal			

WEDNESDAYS: Everything is shifted back 15 minutes. The entire school is dismissed at 1:45pm. Start time remains the same.

MINIMUM DAYS: Entire school is dismissed at 12:05pm (Back to School and Open House nights).

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